

# DALLAS COUNTY BOARD OF HEALTH

210 N 10<sup>th</sup> St., Adel, Iowa 50003

Dallas County Health Department • 25747 N Ave, Ste C, Adel, IA 50003: (515) 993-3750

**DATE OF MEETING: MARCH 26, 2019**

**TIME OF MEETING: 7:00pm**

**PLACE OF MEETING: Board Room, 902 Court St., Adel, IA 50003**

- ITEM 1.** The Dallas County Board of Health met in regular session on Tuesday, March 26<sup>th</sup>, 2019. Chairman Kim Chapman called the meeting to order at 7:03 pm. Present were board members Kim Chapman, Monty Button, Ashley Sunderman, Dr. Josh Kindt and Samantha Uhlenhake. Present from staff was Suzanne Hegarty, Ted Trewin, Rhonda Shoafstall, Abigail Chihak, Amy Short, Ann Cochran, Vivian Aldridge, and County Attorney Chuck Sinnard.
- ITEM 2.** Dr. Kindt moved to approve the agenda. Sunderman seconded the motion. **All ayes, motion carried.**
- ITEM 3.** Button moved to approve the consent agenda, Sunderman seconded the motion. **All ayes, motion carried.**
- ITEM 4.** Hegarty asked to speak briefly during open forum to congratulate Abigail Chihak, Community Health Administrator, on her acceptance to the Iowa Walking College. County Attorney, Chuck Sinnard also stated he wanted to congratulate Hegarty on officially being hired as the Health Department Director.
- ITEM 5.** Dr. Kindt moved to approve the minutes from the February 19 and March 4 meetings. Sunderman seconded the motion. **All ayes, motion carried.**
- ITEM 6.** Short requested approval for out of state travel to the Wyoming Rural Health Conference where she has been asked to speak about the department's Fresh Food Initiatives. All expenses will be reimbursed by the state of Wyoming. Uhlenhake moved to approve the request, Dr. Kindt seconded the motion. **All ayes, motion carried.**
- ITEM 7.** The Department's three Health Navigators were in attendance to provide the Board with an informational update on the Health Navigation Program. Chihak introduced them and provided a brief overview of the program. She also requested a board member attend the United Way of Central Iowa funding presentation on April 11<sup>th</sup>. All three navigators told stories of their experiences working in the program and discussed how it had helped so many people in the county.
- ITEM 8.** There was discussion regarding the denial of a septic installer license to Travis Rhiner due to the current regulation not allowing it. Trewin gave an overview of denial and Hegarty explained that regulation could not be met currently due to the way it is written. Trewin recommended the Board allow the applicant to receive his license. Button motioned to approve a variance to the current county regulation, Dr. Kindt seconded. Ted will contact applicant and let him know. **All ayes, motion carried.**
- ITEM 9.** Trewin gave an overview of Chapter 34 and the new draft he has been working on with the assistance of Hegarty, Button and Sinnard. There was some discussion regarding the changes, but with the septic changes potentially happening with the Iowa Legislature, it was determined it would be best to table this discussion until the April 23<sup>rd</sup> meeting.
- ITEM 10.** The board reviewed FY20 Local Public Health Services Grant Application for submission. Dr. Kindt moved to approve, Sunderman second. **All ayes, motion carried.**
- ITEM 11.** The board reviewed FY20 Iowa Nutrition Network School Grant Continuation Application: year 2 of 6 for submission. Sunderman moved to approve the application for the continuation of the grant, Dr. Kindt seconded the motion. **All ayes, motion carried.**

- ITEM 12.** The board reviewed the seven policies listed below for approval. Dr. Kindt moved to approve the policies and procedures as presented, Uhlenhake seconded the motion. **All ayes, motion carried.**
- a. License, Certification, and Training Requirements
  - b. Blood Body Fluid Exposure and Management Policy
  - c. Infection Control Training
  - d. Conflict of Interest
  - e. Public Health Privacy and Security Use and Disclosure (HIPAA)
  - f. Cash Receipts
  - g. Designation of Managing Personnel in Absence of the Director
- ITEM 13.** No other business was presented.
- ITEM 14.** Button moved to adjourn the meeting and Sunderman seconded the motion. **All ayes, motion carried.** The meeting was adjourned at 8:45pm. The next regular meeting will be April 23<sup>rd</sup>, 2019 at 7:00pm in the Board of Supervisors conference room at 902 Court St.

Respectfully Submitted,

Amy Short

Public Health Program Coordinator